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**MINUTES OF MEETING
MEADOW POINTE II
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Meadow Pointe II Community Development District was held Wednesday, March 7, 2012 and called to order at 6:32 p.m. at the Meadow Pointe II Clubhouse; 30051 County Line Road; Wesley Chapel, Florida.

Present and constituting a quorum were:

Mark Glassman	Vice Chairman
James Bovis	Assistant Treasurer
Glen Aleo	Assistant Secretary
Brian Shahin	Supervisor

Also present were:

David Starkey	Assistant Property Manager
Gerald Lynn	Sheriff's Department & Government Liaison
Deputy Aaron Smith	Pasco County Sheriff's Department
Kevin Carter	Resident
Carol Gassler	Resident
Roland Gassler	Resident

The following is a summary of the discussions and actions taken at the March 7, 2012 Meadow Pointe II Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Glassman called the meeting to order and Supervisors and staff members introduced themselves.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Audience Comments

Hearing no comments from audience members, the next item followed.

42 **FOURTH ORDER OF BUSINESS** **Guest Speakers**

43 There being no guest speakers in attendance, the next item followed.

44
45 **FIFTH ORDER OF BUSINESS** **Committee Reports**

46 **A. Architectural Review**

47 **B. Deed Restrictions**

48 Mr. Glassman read Mrs. Renee Glassman’s letter of resignation from the ARC/DRC
49 Committee.

50 There being no comments or questions,

51
52 On MOTION by Mr. Bovis seconded by Mr. Aleo with all in
53 favor, Mrs. Renee Glassman’s letter of resignation from the
54 ARC/DRC Committee was accepted.

- 56 • Mr. Aleo will write a commendation letter for her service and time to the District.
- 57 ➤ Mr. Shahin suggested posting a notification for anyone interested in
- 58 serving on the committee.
- 59 ➤ Mr. Bovis asked Mr. Starkey to ask Ms. Bush whether or not she can
- 60 recommend someone.

61 **C. Government Liaison**

- 62 • Mr. Lynn reported the property in Iverson was ordered for demolition on March
- 63 12, 2012.
- 64 ➤ The property owners have not responded to the county’s request for
- 65 information.
- 66 ➤ The bank has not returned any information.
- 67 ➤ All demolition is on hold for the county due to lack of funding.
- 68 ➤ The estimated cost to demolish the home is \$6,000 to \$8,000 because the
- 69 EPA requires an asbestos inspection, which costs approximately \$2,500.
- 70 • A home in Iverson has been in dispute with the family of the owner who deceased
- 71 a few years ago.
- 72 ➤ Someone opened the garage and put a padlock on the door; and it is
- 73 currently half open and closed.
- 74 ➤ Code Enforcement will not do anything due to lack of funds.

- 75 ➤ Mr. Lynn is concerned there may be a fire hazard due to the large amount
- 76 of trash in the garage.
- 77 ▪ Although this is not a CDD issue, the property is an eyesore and a
- 78 fire or some other tragedy would be detrimental to the community.
- 79 ➤ A highway patrolman suggested to Mr. Lynn he may be able to close the
- 80 door tightly if someone cuts the padlock.
- 81 ▪ Deputy Aaron Smith commented this is not a good idea since the
- 82 garage door is in a state of disrepair; and is considered trespassing.
- 83 ➤ Mr. Glassman suggested a letter be sent to the owner indicating this is a
- 84 deed restriction issue to cover the CDD for any potential liability.

SIXTH ORDER OF BUSINESS

New Business

James Bovis

- 88 • Mr. Starkey was asked to provide the status of staff performance and salary
- 89 reviews.
- 90 ➤ Most daytime staff reviews are complete.
- 91 ➤ Night and weekend staff still needs to be completed.
- 92 ➤ The Property Manager will conduct a review which includes the following
- 93 two items:
- 94 ▪ A self-reflective evaluation;
- 95 ▪ A numerical grading scale consisting of five categories.
- 96 ➤ Mr. Bovis asked Mr. Snyder and Mr. Starkey to present a full report
- 97 indicating all of the reviews are complete, including the retroactive date
- 98 for the increases.
- 99 • A resident reported to Mr. Bovis the old road is visible under the new pavement in
- 100 Wrencrest.
- 101 ➤ The original roads were not built according to the specifications.
- 102 ➤ Mr. Glassman indicated there is nothing wrong with the road; and gem
- 103 seal can be rolled on at any time to improve its appearance.
- 104 ➤ Mr. Starkey and Mr. Bovis will investigate and discuss at the next
- 105 meeting.
- 106 • Mr. Bovis asked Mr. Starkey for an update on sale of the surplus items.

- 107 ➤ The 2004 mule was sold for parts at \$395.
- 108 ▪ Mr. Starkey was able to obtain the title from Gulf Coast Tractor;
- 109 he is in the process of obtaining titles for all the remaining mules.
- 110 ➤ The treadmill was sold for \$225, and a new one will be purchased at the
- 111 same price.
- 112 • Mr. Bovis asked Mr. Aleo to ensure Mr. Starkey's name is included on the
- 113 newsletter with the Property Manager.

Mark Glassman

- 114
- 115 • Mr. Glassman distributed an e-mail from Mr. Scott Carlson of LMP regarding
- 116 their failed landscaping score from OLM last month; a copy of which will be
- 117 entered into the official record.
- 118 ➤ Fire Ants were found; and the Perennials were resistant to cold weather,
- 119 but not hot weather.
- 120 ▪ Points were deducted for Fire Ants over the past few months, but
- 121 recent reports indicate they will be using a different product.
- 122 ▪ Mr. Shahin is concerned there may be a problem since LMP has
- 123 been losing points over the last five months for different issues.
- 124 ➤ Mr. Glassman does not believe the Board should invoke OLM's suggested
- 125 penalty for these items.
- 126 ➤ Mr. Starkey, Mr. Mike Hummel or Mr. Scott Carlson from LMP, Mr. Paul
- 127 Woods from OLM and Mr. Glassman participate in these inspections.
- 128 ➤ Mr. Shahin asked Mr. Starkey to discuss OLM's scoring system.
- 129 ▪ A score below 87% results in 25% of their performance-based pay
- 130 being withheld which can never be returned.
- 131 ▪ Their average score has been 90%.
- 132 ➤ Mr. Snyder's report contains a notation suggesting the withheld funds can
- 133 be used to purchase mulch.
- 134 ▪ The Board believes this report should have been submitted to OLM
- 135 for evaluation.
- 136 ▪ Mr. Starkey commented it is the Board's decision to grant the
- 137 landscaper a reprieve based on circumstances.

- 138 ▪ Mr. Glassman proposed tabling this decision until the report is sent
- 139 to OLM for their feedback to the Board.

140 There being no further discussion,

141
142 On MOTION by Mr. Bovis seconded by Mr. Shahin with all in
143 favor, the payment withheld from LMP as a result of their
144 inspection failure is to be deposited into an escrow account until
145 the Board receives feedback from OLM; and a decision whether
146 the payment should be permanently withheld or returned to LMP
147 will be made at the next meeting.

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150 **SEVENTH ORDER OF BUSINESS Property Manager**

151 Mr. Starkey presented the Property Manager's Report for discussion; a copy of which
152 will be entered into the official record.

- 153 • Pressure-treated lumber was built into the pond bank at the back of Deer Run to
- 154 serve as a retaining wall on the large openings.
- 155 • A background check was completed for the new tennis instructor; staff is awaiting
- 156 results.
- 157 • Mr. Starkey is in the process of having old documents which are currently stored
- 158 in Room 1 archived and/or stored in an area which allows better accessibility for
- 159 office staff and residents.
 - 160 ➤ He suggested moving old CDD minutes from 1998 to another area or
 - 161 destroying them as long as they are backed up on a server and/or Severn
 - 162 Trent has electronic or hard copies.
 - 163 ➤ This will allow for future rental of Room 1.
 - 164 ➤ Mr. Glassman is concerned with the time involved to scan all of these
 - 165 documents.
 - 166 ➤ Mr. Starkey will look into all possible options.
- 167 • Staff is working with John from Digital Rescue, as there have been difficulties
- 168 with sending e-mails.
 - 169 ➤ Mr. Shahin acknowledged John's efforts, but believes he should send a
 - 170 weekly status report.

- 171 ➤ Mr. Starkey commented the old server was retired and the new one has
- 172 been up and running for the past couple of weeks.
- 173 ➤ The updated anti-virus software was purchased for up to 10 applications,
- 174 which will cover all the computers.
- 175 • Mr. Snyder officially hired Mr. Starkey on a full-time basis at 40 hours per week,
- 176 with work hours being staggered.
- 177 • Mr. Starkey has his own computer which was previously approved by the Board.
- 178 • The gates are doing well.
- 179 Mr. Starkey presented his report for discussion; a copy of which will be entered into the
- 180 official record.
- 181 • The Verizon issue at Deer Run was discussed.
- 182 ➤ Mr. Lackey told Mr. Starkey the property was filled in and inquired about
- 183 putting some concrete down.
- 184 ➤ Mr. Santiago and Mr. Payne told Mr. Starkey they were not informed
- 185 anything was done on the property; the case is still in litigation.
- 186 ➤ Mr. Payne assessed the property yesterday and determined from looking at
- 187 the surface indicators the area was not repaired correctly.
- 188 ➤ Staff does not know which contractor filled in the property.
- 189 ➤ Mr. Glassman commented there should be an orange fence there until the
- 190 issue is resolved, as the District is liable.
- 191 ▪ Mr. Glassman asked Mr. Starkey to contact Mr. Cohen for a legal
- 192 opinion as to whether or not the District is liable under the
- 193 circumstances.
- 194 ▪ Mr. Starkey will have the fence put up to avoid the District
- 195 incurring legal fees.
- 196 ▪ Mr. Glassman wants something in writing if Mr. Santiago insists
- 197 the fence is not necessary.
- 198 • The hog issue was discussed.
- 199 ➤ There was significant damage around ponds in Longleaf and Morningside.
- 200 ➤ The approach of the wet season is going to isolate the hogs from these
- 201 areas; and any issues will be handled by District staff for the time being.

- 202 ➤ Staff is going to re-seed the affected areas.
- 203 ➤ Mr. Bovis is going to contact someone from the Pasco County School
- 204 Board requesting their involvement in this effort since the hogs are
- 205 coming from the school property.
- 206 • Mr. Starkey spoke to Mr. Don Richardson of Ecological Consultants, who is in
- 207 charge of the CDD mitigation wetland areas.
- 208 ➤ All CDD mitigation areas should be released by October or November
- 209 2012.
- 210 ➤ Mr. Richardson indicated hogs have always been in this area.
- 211 • Mr. Starkey complimented two staff members for their assistance with deputies
- 212 regarding a recent runaway case.
- 213 • Mr. Mendenhall sent everyone information regarding the upcoming budget.
- 214 • Mr. Starkey was unable to access the documentation for his presentation
- 215 regarding the mailboxes due to computer issues, but will do so at the next
- 216 meeting.
- 217 • The Manor Isle project commenced.
- 218 ➤ Pond debris was removed from the area.
- 219 ➤ Mr. Payne will provide a progress schedule, along with inspection
- 220 timetables.
- 221 ➤ Tampa Bay Masonry pulled the permits which take approximately two to
- 222 three weeks; the materials were ordered, which should be delivered no
- 223 later than early April.
- 224 ➤ Mr. Glassman does not want to see the material sitting on the property
- 225 unless the permit has been issued.
- 226 ➤ The agreement stipulates Tampa Bay Masonry is responsible for all of the
- 227 material.
- 228 • The telephones were purchased for the gate technician and Mr. Starkey.
- 229 ➤ Mr. Starkey commented the new phone has increased his effectiveness in
- 230 performing his job duties.
- 231 • The employee who filed a Workmen's Compensation claim was discussed.

- 232 ➤ He has not received full clearance to return to work due to physical
- 233 limitations stated on the doctor's note, which includes stooping; he is only
- 234 paid Workmen's Compensation wages.
- 235 • The pool contract was discussed.
- 236 ➤ Mr. Cohen drafted and submitted a contract to Riviera Pools.
- 237 ➤ They have been able to ascertain a Performance Bond, provide umbrella
- 238 and Workmen's Compensation insurance.
- 239 ➤ They are willing to use the payment schedule from the previously-drafted
- 240 contract.
- 241 ➤ Mr. Glassman is concerned about the District having a contingency fund
- 242 to cover any extra items which DMK Associates requires as a result of
- 243 their ADA inspection.
- 244 ➤ Work is expected to start in June.
- 245 ▪ The Board discussed the possibility of delaying the work until
- 246 September to avoid having to close the pool through summer.
- 247 ▪ Mr. Shahin asked Mr. Starkey to determine the timeframe for
- 248 commencement of the work; after which the Board can make a
- 249 final decision.
- 250 ▪ Mr. Starkey will find out whether or not the same contract price
- 251 can be held if work does not commence within three months.
- 252 ➤ Mr. Bovis asked Mr. Starkey to bring paver samples to the next meeting.
- 253 ➤ The Board reviewed the contract and changes were made which Mr.
- 254 Starkey will go over with Mr. Cohen and Mr. Payne.
- 255 ➤ The Board suggested representatives from Riviera Pools attend a meeting
- 256 to answer questions.
- 257 • Mr. Bovis asked for an explanation of internet charges dated January 18, 2012 in
- 258 the amount of \$395.92.
- 259 ➤ Mr. Snyder purchased a mini laptop computer; and reimbursed the
- 260 District.
- 261 ➤ Mr. Bovis asked Mr. Starkey to find a copy of the check.

- 262 • Mr. Snyder’s purchase from Office World in the amount of \$350.34 was for
- 263 clubhouse cleaning supplies.
- 264 ➤ Mr. Glassman commented he is likely getting the lowest prices from them.
- 265 • The purchase from Acroprint in the amount of \$159 was for a one-year support of
- 266 back-up software for timekeeping purposes.
- 267 • Purchase of the lightning detection system around the pool in the amount of
- 268 approximately \$3,000 was considered an improvement.
- 269 • The tables were removed in anticipation of work commencing on the pool deck as
- 270 well as purchase of new pool furniture.
- 271 ➤ Mr. Glassman reminded Mr. Starkey the Board previously agreed
- 272 purchase of new pool furniture should be delayed to the next fiscal year.
- 273 ➤ Mr. Starkey indicated they have tables purchased by Ms. Straw which
- 274 need to be assembled.
- 275 ➤ Mr. Shahin commented for the record the tables should not have been
- 276 removed.

EIGHTH ORDER OF BUSINESS

Status Reports – Supervisor Areas of Specialization and Comments

There being no reports, the next item followed.

NINTH ORDER OF BUSINESS

Approval of the Minutes of the February 1, 2012 Meeting

Mr. Glassman stated each Board member received a copy of the Minutes of the February 1, 2012 Meeting; requesting any additions, corrections or deletions.

There not being any,

On MOTION by Mr. Aleo seconded by Mr. Shahin with all in favor, the Minutes of the February 1, 2012 Meeting were approved.

293 **TENTH ORDER OF BUSINESS** **Other Business**

294 **A. Consideration of Proposal from DMK Associates for ADA Review Services**
295 **(Based on Additional Information Submitted)**

296 Mr. Glassman presented the proposal from DMK Associates for ADA Review Services
297 (based on additional information submitted) for the Board’s review and acceptance; a copy of
298 which will be entered into the official record.

299
300 **Mr. Aleo MOVED to accept the proposal from DMK Associates**
301 **for ADA Review Services (based on additional information**
302 **submitted).**
303

- 304 • The additional information includes their qualifications, as requested at the last
305 meeting.

306
307 **Mr. Shahin SECONDED the prior motion.**
308

309 There being no further discussion,

310
311 **On VOICE vote with all in favor, the proposal from DMK**
312 **Associates for ADA Review Services (based on additional**
313 **information submitted) was accepted as discussed.**
314

- 315 • The Board considered approval to hire Mr. Starkey on a full-time basis.

316
317 **Mr. Glassman MOVED to accept Mr. Snyder’s proposal to**
318 **continue Mr. David Starkey’s employment as his Assistant**
319 **Property Manager on a full-time basis.**
320

- 321 ➤ Mr. Bovis suggested the motion include the dollar amount.
- 322 ➤ Mr. Glassman suggested amending the motion to include *as agreed on*
323 *between Mr. Snyder and Mr. Starkey.*

324
325 **Mr. Shahin SECONDED the prior motion as amended.**
326

327 There being no further discussion,

328

329 On VOICE vote with all in favor, Mr. Snyder’s proposal to
 330 continue Mr. David Starkey’s employment as his Assistant
 331 Property Manager on a full-time basis at a salary agreed upon by
 332 Mr. Snyder and Mr. Starkey was accepted.
 333

- 334 ➤ Mr. Shahin commented the Board needs to speak to Mr. Snyder to
- 335 determine where funds are coming from to pay Mr. Starkey’s salary.
- 336 ➤ Mr. Glassman is against laying off any lifeguards; to which the rest of the
- 337 Board was in consensus.

338
339 **FIFTH ORDER OF BUSINESS**

Committee Reports (Continued)

340 **A. Architectural Review (Continued)**

341 Mr. Glassman presented two Architectural Review items for the Board’s review and
342 acceptance.

- 343 • Installation of an in-ground swimming pool at 29707 Allegro Drive in Deer Run
- 344 ➤ All appropriate paperwork was submitted.
- 345 ➤ The pool will not be visible from the road.
- 346 ➤ Some type of enclosure will be installed around the pool.
- 347 • Painting of a home with an approved paint color at 30331 Glenham Court
- 348 ➤ Ms. DiPeri made a notation the color is appropriate.

349 There being no further discussion,

350
 351 On MOTION by Mr. Glassman seconded by Mr. Shahin with all in
 352 favor, the recommendations from the Architectural Review Report
 353 were accepted as discussed.
 354

355 **B. Deed Restrictions (Continued)**

- 356 • Mr. Starkey commented it may be prudent to adjust the work schedule in order to
- 357 ensure the remaining committee member attends the Board meeting to report on
- 358 the items.
- 359 ➤ Mr. Shahin believes a committee consisting of more than one person is
- 360 legally required.
- 361 ➤ Mr. Starkey suggested the deed restriction form be posted on the website
- 362 in order to allow residents to submit them electronically.

363 ➤ Mr. Shahin recommended this be discussed with the attorney at the next
364 meeting.

365 Mr. Glassman presented a deed restriction item for the Board's review and acceptance.

366 • A truck is parked on the apron of a property in Iverson and a trailer is parked on
367 the adjacent street.

368 ➤ Mr. Glassman notified the Deputy since the trailer is under their
369 jurisdiction.

370 ➤ Mr. Shahin commented they should be cited for the truck being on the side
371 of the house along with the debris.

372 ➤ Deed Restrictions 10 and 17 should apply.

373 There being no further discussion,

374
375 On MOTION by Mr. Shahin seconded by Mr. Aleo with all in
376 favor, application of Deed Restrictions 10 and 17 to the property
377 on Iverson was approved as discussed.

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380 **ELEVENTH ORDER OF BUSINESS**

Audience Comments

381 • Mr. Lynn commented there has been an increase in police activity throughout the
382 community, as they are in the process of locating and arresting people on
383 outstanding warrants.

384 • Mr. Glassman commented the stop bars at the Wrencrest entrance were not
385 painted.

386 ➤ Mr. Starkey verified most of the stop bars were painted, but he will check
387 on this one.

388 • Mr. Carter from Vermillion commented the asphalt is breaking up in front of the
389 last townhome at the end of the community.

390 ➤ He suggested this may be the result of overgrown tree roots.

391 ➤ Mr. Glassman acknowledged he will check on this.

392 ➤ Luke Brothers is the landscape company for this community.

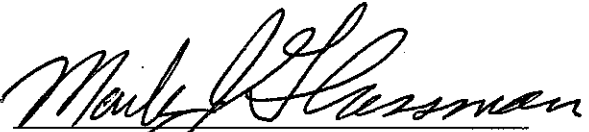
393

394 **TWELFTH ORDER OF BUSINESS**
395 There being no further business,

Adjournment

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On MOTION by Mr. Aleo seconded by Mr. Shahin with all in favor, the meeting was adjourned at 9:12 p.m.



Mark Glassman
Vice Chairman